



Grant and Per Diem Operational Webinar

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Tuesday, March 9, 2021 at 2pm Eastern/11am Pacific

Recording Link:

<https://veteransaffairs.webex.com/recording/service/sites/veteransaffairs/recording/0d74285a94944c63a8d4b2f377eabca8/playback>

Recording password: Homeless1!

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AGENDA

GPD Operational Call Agenda

- Announcements
 - Funding Opportunity Updates
 - Reminder Caption Call Resource
- Office of Business Oversight
- Sentinel/ Events Critical Incident Reporting
- Q&A



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Announcements

- Special Need – Anticipate up to \$15 million (3 years) – Published 3/4/2021
 - Deadline May 5, 2021 @4pm eastern
 - Copy of NOFO and Technical Assistance (TA) webinar posted on [GPD website](#)
 - Open to all eligible entities



Announcements

- Capital Grant –Expect to publish March 11th late afternoon
 - Copy of NOFO and TA webinar will be posted on [GPD Website](#) once published on www.grants.gov
 - Existing transitional housing only
 - Goal to increase individual living units
 - Decrease share living spaces

6

Office of Business Oversight

- **Upcoming Fiscal Reviews:**
 - **Low Income Housing Institute** – April 19-23, 2021
 - **Aurora Comprehensive Community Mental Health Center** – May 11-13, 2021
 - **Mechling Shakley** – May 18-20, 2021
 - **The Baltimore Station** – June 8-10, 2021
 - **Oglala Sioux Tribe** – June 8-10, 2021
- **Review Findings and Training**
 - The grantee's financial management system does not provide a reviewable transparent representation of costs to operate GPD and non-GPD programs, resulting in \$426,410.20 in questioned costs.
 - Training will be provided by OBO to avoid significant findings.
- **System for Award Management (SAM)**
 - A **SAM Registration** is Required to Bid on Government Contracts and to Receive Grants.
 - <https://www.sam.gov/SAM/>
- **SF-425's**
 - **Office of Management and Budget (OMB) SF-425 Federal Financial Report Instructions, Page 3, states, "Annual reports shall be submitted no later than 90 days after the end of each reporting period."**
 - Grantees should be aware that late SF-425 reports may impact the program office's decision to continue the grant.
 - During the month of March, OBO will be contacting all grantees who have not submitted their SF-425 timely.

SENTINEL EVENTS/ CRITICAL INCIDENT REPORTING

*Janine Griggs MSW, LICSW
Clinical Program Specialist GPD*

Sentinel Events/Critical Incidents

Grantees are responsible for reporting sentinel events in a timely manner-within 24 hours. Grantees and GPD Liaisons should work together to establish the best system for reporting.



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Regulatory Reference:
61.80 (n) The recipient will inform within 24 hours its VA liaison of any sentinel events occurring within the program (i.e., drug overdose, death, injury).



For Your Consideration

Do grantee staff and the GPD Liaison have a clear and shared understanding of what constitutes a sentinel event/critical incident?

Do you know how to report a critical incident to your GPD Liaison? Do you know how to report an incident when your GPD Liaison is out of the office?

Are you timely in reporting?

Are all staff appropriately trained on what to do in the event of a critical incident and who to reach out to?

Do you take appropriate post-incident steps that includes review and possibly protocol and /or policy changes?



Sentinel Events/Critical Incidents

GPD Site Sentinel Event Examples:

- Veteran gets injured and requires hospitalization
- Veteran death
- Veteran overdose
- Veteran suicide attempt
- Veteran gets into a physical altercation with staff or another resident
- Sexual harassment, a racial incident or other situations that involve intimidation and create a hostile living environment
- Fire, flood or major property damage at the GPD site

Sentinel Events/Critical Incidents

There are many examples of events that may require intervention and reporting. Please work with your GPD Liaison to come to a shared understanding of examples of events that may require an incident report.

With your GPD Liaison, create a list of examples that make the most sense for that site and program model.

Please consult with your GPD Liaison when in doubt.

Sentinel Events/Critical Incidents: Risk Mitigation

The grantee should:

- Ensure clear policies and procedures are in place around weapons, alcohol/drugs, violence, guests, and other site rules
- Review these policies and procedures with Veterans at admission and provide ongoing training to Veterans and staff
- Utilize the critical incident report to conduct post-incident review in order to evaluate the possible causes and incident response
- Utilize lessons learned from the review as an opportunity to possibly make some changes and prevent future occurrences

Sentinel Events/Critical Incidents

The grantee should:

- Ensure all staff are trained in what to do when an incident occurs, including who to contact. This may include calling 9-1-1, the police, a mental health response team, and/or VA staff. **Training and swift response may prevent a relatively minor incident from becoming a major one.**
- Ensure all Veterans know how to respond and who to contact in the case of an emergency.
- Notify the GPD Liaison immediately if the event is an emergency and/or is one that appears to rise to the level of reporting to VA leadership
- Always send the GPD Liaison a written critical incident report, but together the grantee and liaison can determine the way to send it; encrypted email or fax are common
- Complete incident reports in a timely and professional manner.

Sentinel Events/Critical Incidents: After the Incident

- Work with your GPD Liaison to ensure all information needed has been provided
- Follow-up with Veteran, GPD Liaison, and other involved or impacted parties as needed
- Provide support or referrals to supportive resources to those in need



Sentinel Events/Critical Incidents: After the Incident

- Evaluate the situation, the outcome, and determine if anything could have or should have been done differently
- Work as a program and agency to make any needed changes, implementing procedure or policy changes as needed to ensure Veteran safety
- Store the incident report and any corresponding documentation and communications for your records in a confidential and secure manner



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Question and Answer Period

- Questions should be submitted through the chat box
- Please do not unmute yourself
- Keep questions focused items that may interest other participants
- We ask if you have questions about the NOFOs and have not yet read them or viewed the TA that you hold those questions until you have a chance to review that information

COVID-19 Resource Information

- Reminder of various resource documents available on GPD provider website
 - [Wellness & Symptom Checks for COVID-19 Positive & Presumptive Positive Veterans In Hotels and Motels](#)
 - [GPD Isolation Options](#)
 - [GPD CARES Act Implementation Guidance](#)
 - [GPD Per Diem Request Webpage](#)
 - Links to Centers for Disease Control (CDC) guidance
- Be sure to coordinate with local health departments, VA Medical centers regarding testing
- Grantees expected to follow CDC guidance and comply with local public health guidelines regarding quarantine and safety protocols associated with COVID-19
- Grantees may include the cost of testing asymptomatic staff who have direct contact with GPD Veterans as part of their allowable program costs

News You Can Use

Helpful Info

Great Advice

Need to Know

Reminders

- Next webinar April 13, 2021 @ 2pm eastern
- GPD Provider website
https://www.va.gov/HOMELESS/GPD_ProviderWebsite.asp